

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF  
THE BOARD OF DIRECTORS**

Thursday, November 18, 2021 5:00PM  
MBTA Operations Center  
62405 Verbena Road  
Joshua Tree, CA 92252

**ACTION MINUTES**

**1.0 CALL TO ORDER** – Chair Mintz called the meeting to order at 5:00pm.

**PLEDGE OF ALLEGIANCE** – Ben Sasnett led the flag salute.

**ROLL CALL** - On call of the roll the following Board Members were present:  
Jeff Drozd, Danielle Harrington, Ellen Jackman, Ben Sasnett, McArthur Wright, Merl Abel  
and Daniel L Mintz Sr.

**2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS**

**2.1 Employee of the Quarter**

Matt Atkins, Operations Manager, recognized Don Catlett as the Employee of the Quarter for the quality of work he demonstrated since starting in the dispatch office on April 12<sup>th</sup>, and the care and assistance he provided to his customers and coworkers. Don was also a big asset during our staffing shortage by offering to cover driver shifts on his days off and even volunteering to postpone his scheduled vacation until it was easier to have his own shift covered.

**2.2 Recognition of Outgoing General Manager**

Chair Mintz presented Mark Goodale with a clock on behalf of him and the Board, stating it had been a pleasure working with him all these years and he appreciated how professional he always was. MBTA was lucky to have him. Vice-Chair Abel expressed their understanding of his reasons for leaving. They appreciated his priorities and his dedication to MBTA. Board Member Drozd shared how easy Mark made things when he was first on the Board. Board Member Harrington seconded that. Board Member Wright felt it was an absolute pleasure working for him. Board Member Jackman appreciated his leadership and his concern for the continued success of the agency and making a succession plan. Board Member Sasnett echoed all those sentiments and appreciated how Mark always took the time to answer his questions. Joe Meer was proud to mentor Mark over the years and it was a pleasure to see him grow.

### **3.0 CLOSED SESSION**

NONE

### **4.0 PUBLIC COMMENTS**

NONE

### **5.0 CONSENT CALENDAR**

5.1 Minutes of the September 30, 2021 Board Meeting

5.2 Minutes of the November 9, 2021 Special Board Meeting

5.3 Treasurer's Report for August and September 2021

5.4 Warrant Register through September 30, 2021

5.5 Ridership Reports

5.6 Financial Reports

5.7 Administration Report

5.8 Operations Report

5.9 LCTOP Authorization

5.10 End-of-Year Employee Recognition

5.11 Transportation Development Act (TDA) Triennial Performance Audit for fiscal year 2017/18 – 2019/20

5.12 Transit Operating, Capital Plan Reallocation

5.13 Transportation Reimbursement Escort Program (TREP) Update

**ACTION:** Board Member Wright moved to approve the Consent Calendar (items 5.1 - 5.13); seconded by Board Member Jackman: passed by Roll Call Vote (7-0).

### **6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSIONS AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS**

NONE

### **7.0 OLD BUSINESS**

NONE

### **8.0 NEW BUSINESS**

8.1 MBTA Sub Committee Assignments

Mark Goodale requested that Board Members discuss and assign members. Board Member Harrington volunteered to fill the vacant County position on the Technical Advisory/Budgets Committee. After discussion, it was decided the Management Oversight Committee would be the Chair and Vice-Chair.

**ACTION:** Board Member Abel moved to assign Board Members as presented; seconded by Board Member Wright: passed by Roll Call Vote (7-0).

## 8.2 Bike Locker and Installation Project

Mark Goodale presented the request to purchase bike lockers for our transit centers and award installation.

**ACTION:** Board Member Wright moved to authorize staff to purchase Bike Lockers and award installation contract to the lowest responsive firm; seconded by Board Member Harrington: passed by Roll Call Vote (7-0).

## 8.3 Bank Letters of Authority

**ACTION:** Board Member Abel moved to approve the Letters of Authority to update bank signers; seconded by Board Member Wright: passed by Roll Call Vote (7-0).

## 9.0 GENERAL MANAGER UPDATE

Mark reported the transition working with Cheri Holsclaw was going very well and she was picking things up quickly in addition to juggling her role. Matt Atkins was doing a great job in helping her with some of the Operations side of things. He felt they were making good progress and Cheri would be ready to take it all on beginning December 1<sup>st</sup>.

## 10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

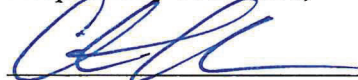
## 11.0 BOARD MEMBER COMMENTS

Everyone congratulated Don again for Employee of the Quarter and wished Mark well in his future endeavors. Board Member Wright was jealous Mark could go to Maine to get seafood.

## 12.0 ADJOURNMENT

The meeting adjourned at 5:27pm Thursday, November 18, 2021.

Respectfully submitted,



Cheri Holsclaw, Assistant Board Secretary